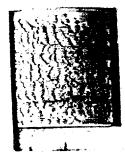
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IO: (Name, office symbol, room number, building, Agency/Post) EO/DDA			
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Per Conversation

Prepare Reply

See Me

Signature



REMARKS

Circulate"

Comment

Coordination

Approval

As Requested

3. As requested by Executive Secretary, please prepare acknowledgement for DCI's signature no later than 20 July.

Investigate

Justify 🐇

For Clearance

For Correction

For Your Information

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

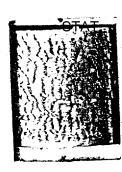
FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

EU/DDA

5041-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206



EXECUTIVE SECRETARIAT Routing Slip

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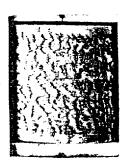
Remarks:
For necessary action to include preparation of an acknowledgment for DCI's signature NLT 20 July.

Executive Secretary
10 July 81

3637 (12-77)



STAT



Approved For Refease 2005/12/14 : CIA-RDP84B00890R000800070019-5

Executive Recontry
81-4685

The Brookings Institution

1775 MASSACHUSETTS AVENUE N.W. / WASHINGTON D.C. 20036 / CABLES: BROOKINST / TELEPHONE: (202) 797-6000

81-1449

July 1, 1981

The Honorable William J. Casey Director Central Intelligence Agency Washington, D. C. 20505

Dear Mr. Casey:

I am writing to invite you to nominate senior officials in your agency to participate in the educational programs of The Brookings Institution, 1981-1982. A brochure describing these programs is enclosed. The programs are based on Brookings' experience in leadership education developed in the past twenty-two years. They are specifically designed to meet the educational need of members of the Senior Executive Service and of individuals holding positions of similar rank. Several of the programs also meet the educational requirements of members of SES candidate development programs.

Nominations can be made throughout the program year. A 5 percent discount is offered for applications received by September 1, 1981.

I look forward to the participation of your senior executives in these programs.

Sincerely yours,

Bruce K. MacLaury

President

Enclosure